

CHAPTER 11  
LICENSURE TO PRACTICE DENTISTRY OR DENTAL HYGIENE

[Prior to 5/18/88, Dental Examiners, Board of[320]]

**650—11.1(147,153) Applicant responsibilities.** An applicant for dental or dental hygiene licensure bears full responsibility for each of the following:

1. Paying all fees charged by regulatory authorities, national testing or credentialing organizations, health facilities, and educational institutions providing the information required to complete a license or permit application; and
2. Providing accurate, up-to-date, and truthful information on the application form including, but not limited to, prior professional experience, education, training, examination scores, and disciplinary history.

**650—11.2(147,153) Dental licensure by examination.**

**11.2(1)** Applications for licensure to practice dentistry in this state shall be made on the form provided by the board and must be completely answered, including required credentials and documents.

**11.2(2)** Applications for licensure must be filed with the board along with:

- a.* Satisfactory evidence of graduation with a DDS or DMD from an accredited dental college approved by the board.
- b.* Certification by the dean or other authorized representative of the dental school that the applicant has been a student in good standing while attending that dental school.
- c.* If the applicant is a dentist licensed by another jurisdiction, the applicant shall furnish certification from the board of dental examiners of that jurisdiction that the applicant is a licensed dentist in good standing.
- d.* Evidence of successful completion of Part I and Part II of the examination, with resulting scores, administered by the Joint Commission on National Dental Examinations. At the discretion of the board, any dentist who has lawfully practiced dentistry in another state or territory for five years may be exempted from presenting this evidence.
- e.* Evidence of successful completion of the examination, with resulting scores, administered by the Central Regional Dental Testing Service, Inc., or the Western Regional Examining Board, Inc., taken after January 1, 2001.
- f.* A statement disclosing and explaining any disciplinary actions, investigations, complaints, malpractice claims, judgments, settlements, or criminal charges.
- g.* The nonrefundable application fee as specified in 650—Chapter 15.
- h.* Evidence of successful completion of the jurisprudence examination administered by the board of dental examiners.
- i.* Evidence that the applicant possesses a valid certificate in a nationally recognized course in cardiopulmonary resuscitation.
- j.* A photograph of the applicant suitable for positive identification.

**11.2(3)** The board may require a personal appearance or any additional information relating to the character, education and experience of the applicant.

**11.2(4)** Applications must be signed and notarized as to the truth of the statements contained therein.

This rule is intended to implement Iowa Code sections 147.3, 147.29, and 147.34.

**650—11.3(153) Dental licensure by credentials.**

**11.3(1)** Applications for licensure by credentials to practice dentistry in this state shall be made on the form provided by the board and must be completely answered, including required credentials and documents.

**11.3(2)** Applications must be filed with the board along with:

- a.* Satisfactory evidence of graduation with a DDS or DMD from an accredited dental college approved by the board.
- b.* Evidence of successful completion of Parts I and II of the examination of the Joint Commission on National Dental Examinations, with resulting scores, or evidence of having passed a written examination during the last ten years that is comparable to the examination given by the Joint Commission on National Dental Examinations.
- c.* A statement of any dental examinations taken by the applicant, with resulting scores.
- d.* Evidence of a current, valid license to practice dentistry in another state, territory or district of the United States issued upon clinical examination.
- e.* Certification by a state board of dentistry, or equivalent authority, from a state in which applicant has been licensed for at least three years immediately preceding the date of application and evidence of having engaged in the practice of dentistry in that state for three years immediately preceding the date of application or evidence of three years of practice satisfactory to the board.
- f.* Certification by the state board of dentistry, or equivalent authority, from each state in which applicant has engaged in the practice of dentistry, that the applicant has not been the subject of final or pending disciplinary action.
- g.* A statement disclosing and explaining any disciplinary actions, investigations, malpractice claims, complaints, judgments, settlements, or criminal charges.
- h.* The nonrefundable application fee for licensure by credentials as specified in 650—Chapter 15 of these rules shall be made payable to the Iowa State Board of Dental Examiners.
- i.* Evidence that the applicant possesses a valid certificate in a nationally recognized course in cardiopulmonary resuscitation.
- j.* Evidence of successful completion of the jurisprudence examination administered by the board of dental examiners.
- k.* A photograph of the applicant suitable for positive identification.

**11.3(3)** The board may require a personal appearance or may require any additional information relating to the character, education, and experience of the applicant.

**11.3(4)** The board may also require such examinations as may be necessary to evaluate the applicant for licensure by credentials.

**11.3(5)** Applications must be signed and notarized attesting to the truth of the statements contained therein.

This rule is intended to implement Iowa Code chapters 147 and 153.

**650—11.4(153) Examination required for licensure to practice dental hygiene.** Rescinded IAB 2/6/02, effective 3/13/02.

**650—11.5(147,153) Dental hygiene licensure by examination.**

**11.5(1)** Applications for licensure to practice dental hygiene in this state shall be made on the form provided by the dental hygiene committee and must be completely answered, including required credentials and documents.

**11.5(2)** Applications for licensure must be filed with the dental hygiene committee along with:

- a. Satisfactory evidence of graduation from an accredited school of dental hygiene approved by the dental hygiene committee.
- b. Certification by the dean or other authorized representative of the school of dental hygiene that the applicant has been a student in good standing while attending that dental hygiene school.
- c. If the applicant is licensed as a dental hygienist by another jurisdiction, the applicant shall furnish certification from the appropriate examining board of that jurisdiction that the applicant is a licensed dental hygienist in good standing.
- d. Evidence of successful completion of the examination, with resulting scores, administered by the Joint Commission on National Dental Examinations.
- e. Evidence of successful completion of the examination, with resulting scores, administered by the Central Regional Dental Testing Service, Inc., or the Western Regional Examining Board, Inc., taken after January 1, 2001.
- f. The nonrefundable application fee as specified in 650—Chapter 15.
- g. Evidence of successful completion of the jurisprudence examination administered by the dental hygiene committee.
- h. Evidence that the applicant possesses a valid certificate in a nationally recognized course in cardiopulmonary resuscitation.
- i. A statement disclosing and explaining any disciplinary actions, investigations, complaints, malpractice claims, judgments, settlements, or criminal charges.
- j. A photograph of the applicant suitable for positive identification.

**11.5(3)** The dental hygiene committee may require a personal appearance or any additional information relating to the character, education and experience of the applicant.

**11.5(4)** Applications must be signed and notarized as to the truth of the statements contained therein.

**11.5(5)** Following review by the dental hygiene committee, the committee shall make recommendation to the board regarding the issuance or denial of any license to practice dental hygiene. The board's review of the dental hygiene committee recommendation is subject to 650—Chapter 1.

This rule is intended to implement Iowa Code chapters 147 and 153.

**650—11.6(153) Dental hygiene licensure by credentials.** To be issued a license to practice dental hygiene in Iowa on the basis of credentials, an applicant shall meet the following requirements.

**11.6(1)** Applications for licensure by credentials to practice dental hygiene in this state shall be made on the form provided by the dental hygiene committee and must be completely answered, including required credentials and documents.

**11.6(2)** Applications must be filed with the dental hygiene committee along with:

- a. Satisfactory evidence of graduation from an accredited school of dental hygiene approved by the dental hygiene committee.
- b. Evidence of successful completion of the examination of the Joint Commission on National Dental Examinations with resulting scores, or evidence of having passed a written examination that is comparable to the examination given by the Joint Commission on National Dental Examinations.
- c. A statement of any dental hygiene examinations taken by the applicant, with resulting scores.
- d. Evidence of a current, valid license to practice dental hygiene in another state, territory or district of the United States issued upon clinical examination.

*e.* Certification by the state board of dentistry, or equivalent authority, from a state in which applicant has been licensed for at least three years immediately preceding the date of application and evidence of having engaged in the practice of dental hygiene in that state for three years immediately preceding the date of application or evidence of practice satisfactory to the dental hygiene committee.

*f.* Certification by the state board of dentistry, or equivalent authority, in each state in which applicant has engaged in the practice of dental hygiene, that the applicant has not been the subject of final or pending disciplinary action.

*g.* A statement disclosing and explaining any disciplinary actions, investigations, complaints, malpractice claims, judgments, settlements or criminal charges.

*h.* Evidence that the state, territory or district from which the applicant comes extends licensure without examination to Iowa dental hygienists who hold a current license and graduated from an accredited dental hygiene school. Submission of a copy of the dental hygiene licensing law and regulations of the jurisdiction will satisfy this requirement.

*i.* The nonrefundable application fee for licensure by credentials as specified in 650—Chapter 15 of these rules shall be made payable to the Iowa State Board of Dental Examiners.

*j.* Evidence that the applicant possesses a valid certificate in a nationally recognized course in cardiopulmonary resuscitation.

*k.* Successful completion of the jurisprudence examination administered by the dental hygiene committee.

*l.* A photograph of the applicant suitable for positive identification.

**11.6(3)** Applicant shall appear for a personal interview conducted by the dental hygiene committee or the board by request only.

**11.6(4)** The dental hygiene committee may also require such examinations as may be necessary to evaluate the applicant for licensure by credentials.

**11.6(5)** Applications must be signed and notarized attesting to the truth of the statements contained therein.

**11.6(6)** Following review by the dental hygiene committee, the committee shall make a recommendation to the board regarding issuance or denial of a dental hygiene license. The board's review of the dental hygiene committee recommendation is subject to 650—Chapter 1.

This rule is intended to implement Iowa Code section 147.80 and chapter 153.

**650—11.7(147,153) Dental hygiene application for local anesthesia permit.** A licensed dental hygienist may administer local anesthesia provided the following requirements are met:

1. The dental hygienist holds a current local anesthesia permit issued by the board of dental examiners.

2. The local anesthesia is prescribed by a licensed dentist.

3. The local anesthesia is administered under the direct supervision of a licensed dentist.

**11.7(1)** Application for permit. A dental hygienist shall make application for a permit to administer local anesthesia on the form approved by the dental hygiene committee and provide the following:

*a.* The fee for a permit to administer local anesthesia as specified in 650—Chapter 15; and

*b.* Evidence that formal training in the administration of local anesthesia has been completed within 12 months of the date of application. The formal training shall be approved by the dental hygiene committee and conducted by a school accredited by the American Dental Association Commission on Dental Education; or

*c.* Evidence of completion of formal training in the administration of local anesthesia approved by the dental hygiene committee and documented evidence of ongoing practice in the administration of local anesthesia in another state or jurisdiction that authorizes a dental hygienist to administer local anesthesia.

**11.7(2)** Permit renewal. The permit shall expire on the date the dental hygienist's license expires. To renew the permit, the dental hygienist must:

- a. At the time of renewal, document evidence of holding an active Iowa dental hygiene license.
- b. Submit the application fee for renewal of the permit as specified in 650—Chapter 15.

**11.7(3)** Failure to meet the requirements for renewal shall cause the permit to lapse.

The permit may be reinstated upon documentation that the dental hygienist has successfully completed a certification course approved by the dental hygiene committee.

This rule is intended to implement Iowa Code sections 147.10 and 147.80 and chapter 153.

**650—11.8(147,153) Review of applications.** Upon receipt of a completed application, the executive director as authorized by the board has discretion to:

1. Authorize the issuance of the license, permit, or registration.

2. Refer the license, permit, or registration application to the license committee for review and consideration when the executive director determines that matters including, but not limited to, prior criminal history, chemical dependence, competency, physical or psychological illness, malpractice claims or settlements, or professional disciplinary history are relevant in determining the applicants' qualifications for license, permit, or registration.

**11.8(1)** Following review and consideration of a license, permit, or registration application referred by the executive director, the license committee may at its discretion:

- a. Recommend to the board issuance of the license, permit, or registration.
- b. Recommend to the board denial of the license, permit, or registration.

c. Recommend to the board issuance of the license, permit, or registration under certain terms and conditions or with certain restrictions.

d. Refer the license, permit, or registration application to the board for review and consideration without recommendation.

**11.8(2)** Following review and consideration of a license, permit, or registration application referred by the license committee the board shall:

- a. Authorize the issuance of the license, permit, or registration,
- b. Deny the issuance of the license, permit, or registration, or

c. Authorize the issuance of the license, permit, or registration under certain terms and conditions or with certain restrictions.

**11.8(3)** The license committee or board may require an applicant to appear for an interview before the committee or the full board as part of the application process.

**11.8(4)** The license committee or board may defer final action on an application if there is an investigation or disciplinary action pending against an applicant, who may otherwise meet the requirements for license, permit, or registration, until such time as the committee or board is satisfied that licensure or registration of the applicant poses no risk to the health and safety of Iowans.

**11.8(5)** The dental hygiene committee shall be responsible for reviewing any applications submitted by a dental hygienist that require review in accordance with this rule. Following review by the dental hygiene committee, the committee shall make a recommendation to the board regarding issuance of the license or permit. The board's review of the dental hygiene committee's recommendation is subject to 650—Chapter 1.

**650—11.9(147,153) Grounds for denial of application.** The board may deny an application for license or permit for any of the following reasons:

1. Failure to meet the requirements for license or permit as specified in these rules.
2. Failure to provide accurate and truthful information, or the omission of material information.
3. Pursuant to Iowa Code section 147.4, upon any of the grounds for which licensure may be revoked or suspended.

This rule is intended to implement Iowa Code section 147.4.

**650—11.10(147) Licensure denied—appeal procedure.** An applicant who has been denied licensure by the board may appeal the denial and request a hearing on the issues related to the licensure denial by serving a notice of the appeal and request for hearing upon the executive director not more than 30 days following the date of the mailing of the notification of licensure denial to the applicant or not more than 30 days following the date upon which the applicant was served notice if notification was made in the manner of service of an original notice. The hearing and subsequent procedures shall be considered a contested case hearing and shall be governed by the procedures outlined in 650—Chapter 51.

This rule is intended to implement Iowa Code sections 147.3, 147.4 and 147.29.

**650—11.11(252J,261) Receipt of certificate of noncompliance.** The board shall consider the receipt of a certificate of noncompliance from the college student aid commission pursuant to Iowa Code sections 261.121 to 261.127 and 650—Chapter 34 of these rules or receipt of a certificate of noncompliance of a support order from the child support recovery unit pursuant to Iowa Code chapter 252J and 650—Chapter 33 of these rules. License denial shall follow the procedures in the statutes and board rules as set forth in this rule.

This rule is intended to implement Iowa Code chapter 252J and sections 261.121 to 261.127.

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